

Youth in the State's Labor Market: How Similar Are They to National Trends?

Youth in North Dakota represent one-fifth of the population and nearly a quarter of all people in the labor force. The size of the youth population, when compared to the total population, is in the midst of a rapid change that is forcing a restructuring of our labor market and related spheres of social and economic life.

Labor Market Information on Youth in North Dakota, published in January by Job Service North Dakota, is part of a series of reports that bring together available information on particular segments of our population.

Because data on youth from the 1980 census are so limited, the report focuses on the national Current Population Survey and describes what these results suggest about youth and the labor market in the state. The following excerpts highlight some of the report findings:

In terms of scope, the population change now taking place means the number of high school seniors graduating during 1981-82 will be the largest group of graduates during this decade. In effect, it represents a large movement of youth to adulthood and, simultaneously, from a period of economic dependence to a period of emerging economic independence.

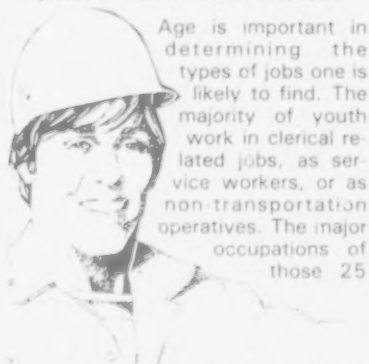
While national statistics are not always relevant to North Dakota experience, they are useful in understanding the state's labor market in the sense that youth have common characteristics, face common institutional constraints, and have similar access to the labor market, regardless of where they live.

The national survey indicates similar proportions of the youth population on the national and local level participate in the labor force. Almost 60 percent of those aged 16 to 19 and three quarters of those aged 20 to 24 were either employed or looking for work during 1980. Secondly, the youth unemployment rate, both locally and nationally, is far above the rate for those aged 25 or more.

On the other hand, with 15.4 percent

of 16- to 24-year-olds in North Dakota finding employment in agriculture, there appears to be a basic difference in the types of national and local employment open to youth.

Because the industrial emphasis in North Dakota differs from the national economy, so does the structure of job opportunities. It is not likely that national statistics give a good representation of the types of jobs worked by youth in the state. What seems more certain is that the skill levels required of youth are similar at both levels.



Age is important in determining the types of jobs one is likely to find. The majority of youth work in clerical related jobs, as service workers, or as non-transportation operatives. The major occupations of those 25

or more, however, are professional, technical, clerical, or are in crafts and kindred trades.

Certain types of industries tend to rely more heavily upon youth in fulfilling their labor needs. For example, of the country's 4.4 million jobs classified as food service, 49 percent were filled by people under the age of 25, and 41.3 percent of the construction labor jobs were also worked by youth. With a 3.3 percent annual local decline in the number of youth, it is highly likely that businesses heavily laden with youth-dominated occupations, such as food service, are being forced to adapt to labor market conditions of scarcity.

The data also suggest factors other than age and local economic structure may be relevant to job opportunities and income. Among female youth, 62.4 percent of all jobs worked during 1980 were either clerical or service related. On the other hand, only 8 percent of all male youth were found in clerical occupations and 15.1 percent were found in service jobs. Males were more likely to have worked as craftsmen, as non-farm laborers, and

as non-transportation operatives. In contrast to female youth, males appear to have a variety of occupational experiences and earning opportunities open to them.

Information on money income also indicates institutional bridges that are a part of the maturing process, such as high school graduation, interact with sex and age to affect earnings opportunities. Prior to high school graduation, most youth, regardless of sex, fall into a similar pattern of money income. For the age group 20 to 24, broad disparities begin to appear in the earnings patterns of males and females.

In summary, each particular age group has a life style peculiar to itself. With one-fifth of the population clustered in the age group 15 to 24 years of age, how these individuals live, the types of jobs they seek, and what they expect their society to provide has major effects on how the rest of us live.

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played would destroy the job skills available in that particular location. We attempt to permit them a reasonable time to find work before moving or changing skills. At the same time, the last legislature did revise the law to provide that the claimant must accept as suitable any work equal to the maximum weekly benefit amount after 18 consecutive weeks of unemployment.

Q. Isn't there an assumption that people getting unemployment benefits are living easy?

A. We usually point out to employers that the average weekly unemployment check is less than 50 percent of the claimant's normal income. How many people, today, can survive on less than half their normal wage — especially if their living conditions have adjusted to higher salary standards?

Q. What will occur in the next year in terms of the trust fund and employer taxes?

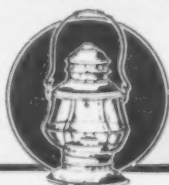
A. It's a little premature to make projections for next year. Our trust fund is presently solvent, and with a break in the economy and a better labor market, it will hopefully continue to gain strength. However, if the recession continues longer than projected, or gets worse, it could cause a drain on the trust fund to the extent that we would have to raise taxes. We aren't, by the way, anticipating that this will happen.

PRAIRIE EMPLOYER REVIEW

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(Labor Office from page 1)

hearing, and remains disputed between the two parties, we refer it to the State Attorney General's office for legal action."

During the past biennium, \$291,461 was collected on behalf of workers with valid claims. According to Hagen, the 1,385 claims filed during the period represents a 49 percent increase over the previous two years. "The growth in energy businesses in the western part of the state contributed to the rise in wage claims," explained Hagen. "For example, claims have been filed against drilling companies that provided temporary employment, then moved on after their contract was completed and before a worker received full wages."

"The situation might result from honest error, or be justly disputed by the employer," Hagen pointed out, "but we have to investigate and settle the issue fairly under state law."

In labor-management relations and employment discrimination, labor staff may be more aptly described as "middlemen."

"If asked, I'll serve as a mediator in a labor dispute, or appoint someone considered competent, impartial, and disinterested by both sides, and who can bring about a fair settlement," stated the commissioner. "It has been my experience, however, that federal arbitration is often brought in to resolve the issue."

Since the 1979 State Legislature enacted an employment discrimination act, the department handles complaints of job discrimination because of race, color, religion, sex, age, and national origin. While the state agency attempts an acceptable settlement for both parties, all charges are automatically processed with the Equal Employment Opportunity Commission. The intent, said Hagen, is to

protect the federal rights of the person filing the complaint. If a settlement is not reached at the state level, the federal commission can give the individual the right to sue in federal court if the claim is considered valid. Of the 120 complaints filed in 1979-81, only 13 were referred to the commission for settlement.

Despite the "watchdog" connotations, Hagen believes his staff has maintained a good rapport with the business community. The three labor standards inspectors who travel throughout the state doing inspections, investigations, and hold hearings, have found employers very cooperative. "We've never had an employer refuse to work with us in an investigation or inspection," Hagen said.

"Generally, the public thinks of us as a

labor advocate, but most employers realize they have more control over their working conditions than the employee — and the worker as well as the employer deserves to be aware of their rights."

In considering the department's future scope of responsibilities, Hagen foresees labor regulations increasingly left up to the state. "I expect to see more local laws made by local people," Hagen said. "Obviously, living and working conditions are different around the country, and federal laws just can't be blanketed for everyone."

In the meantime, Hagen and his staff will continue explaining the various labor requirements to the public, and wear the different, if coordinated, hats of arbitrator, investigator, and conciliator.



If you, or someone in your family, are considering going to college you may want to reconsider. Going to college can no longer be thought of as a good thing to do while you're trying to pick career directions and goals.

Expenses this year will average \$6,885 at a private four-year college and \$3,873 at public colleges. This is a 13 to 14 percent increase over last year. . .nearly double the 1972-73 costs with increases of 95 percent at public colleges and 100 percent at private schools. A survey of the 1976-77 college graduating class,

conducted a year later, showed that fully one-fourth of the graduates were working at jobs that didn't require a college degree. Considering the investment of at least \$15,500 and four years of your life, the obvious question is. . .where am I going and will college really help me get there?

Projecting the demand in North Dakota for workers, by occupation through 1985, shows that the biggest increase will be in fields of managers, sales, clerical, and crafts. . .a good majority of these jobs don't require a four-year college degree.

U.S. CONSUMER PRICE INDEX ALL URBAN CONSUMERS

(1967 = 100)	Annual Average 1980	Nov. 1981	Oct. 1981	Nov. 1980	Percent Change from		Percent Change Projected on Annual Basis
					Oct. 1981	Nov. 1980	
All Items	246.8	280.7	279.9	256.2	0.3	9.6	3.7
Food & Beverage	248.0	269.9	270.3	257.4	-0.1	4.9	-1.2
Housing	263.3	304.2	303.5	273.8	0.2	11.1	2.4
Apparel and Upkeep	178.4	191.3	191.5	184.8	-0.1	3.5	-1.2
Transportation	249.7	289.1	287.2	259.0	0.7	11.6	8.7
Medical Care	265.9	308.2	304.8	274.5	1.1	12.3	14.0
Entertainment	205.3	226.8	225.5	211.2	0.6	7.4	7.4

CIVILIAN LABOR FORCE

	Nov. 1981	Oct. 1981	Nov. 1980	Percent Change from	
				Oct. 1981	Nov. 1980
UNITED STATES (In Thousands)					
Labor Force	107,029	106,737	105,285	0.3	1.7
Employment	98,025	98,217	97,339	-0.2	0.7
Unemployment	9,004	8,520	7,946	5.7	13.3
Unemployment Rate	8.4	8.0	7.5		
NORTH DAKOTA					
Labor Force	320,140	334,370	315,650	-4.3	1.4
Employment	306,020	322,700	301,640	-5.2	1.5
Unemployment	14,120	11,670	14,010	21.0	0.8
Unemployment Rate	4.4	3.5	4.4		
FARGO-MOORHEAD SMSA					
Labor Force	73,530	74,600	73,130	-1.4	0.5
Employment	70,510	71,970	70,020	-2.0	0.7
Unemployment	3,020	2,630	3,110	14.8	-2.9
Unemployment Rate	4.1	3.5	4.3		
GRAND FORKS SMSA					
Labor Force	44,260	44,500	43,450	-0.5	1.9
Employment	42,030	42,750	41,420	-1.7	1.5
Unemployment	2,230	1,750	2,030	27.4	9.9
Unemployment Rate	5.0	3.9	4.7		

U.S. data seasonally adjusted; other data not seasonally adjusted.

NONFARM WAGE AND SALARY EMPLOYMENT

	Nov. 1981	Oct. 1981	Nov. 1980	Percent Change from	
				Oct. 1981	Nov. 1980
FARGO-MOORHEAD SMSA WAGE AND SALARY EMPLOYMENT					
TOTAL	64,310	64,290	63,800	-0-	0.8
Construction and Mining	3,690	3,930	3,980	-6.1	-7.3
Manufacturing	4,880	4,880	4,910	-0-	-0.6
Durable Goods	2,000	2,010	2,180	-0.5	-8.3
Nondurable Goods	2,880	2,870	2,730	0.3	5.5
Food and Kindred Products	2,150	2,140	1,990	0.5	8.0
Other Nondurable Goods	730	730	740	-0-	-1.4
Transportation, Comm. and Public Utilities	3,880	3,890	4,030	-0.3	-3.7
Wholesale Trade	6,280	6,310	6,170	-0.5	1.8
Retail Trade	13,050	13,010	13,140	0.3	-0.7
Finance, Insurance, and Real Estate	3,730	3,750	3,740	-0.5	-0.3
Services	14,970	14,750	14,250	1.5	5.1
Government	13,830	13,770	13,580	0.4	1.8
Federal	2,100	2,070	2,140	1.4	-1.9
State and Local	11,730	11,700	11,440	0.3	2.5
GRAND FORKS SMSA WAGE AND SALARY EMPLOYMENT					
TOTAL	39,010	38,930	38,340	0.2	1.7
Construction and Mining	1,910	2,070	1,970	-7.7	-3.0
Manufacturing	3,220	3,260	2,730	-1.2	17.9
Transportation, Comm. and Public Utilities	2,820	2,810	2,930	0.4	-3.8
Wholesale Trade	2,170	2,220	2,140	-2.3	1.4
Retail Trade	8,210	8,060	8,410	1.9	-2.4
Finance, Insurance, and Real Estate	1,600	1,610	1,580	-0.6	1.3
Services	7,610	7,640	7,440	-0.4	2.3
Government	11,470	11,260	11,140	1.9	3.0

MANUFACTURING HOURS AND EARNINGS

	Average Weekly Earnings			Average Weekly Hours			Average Hourly Earnings		
	Nov. 1981	Oct. 1981	Nov. 1980	Nov. 1981	Oct. 1981	Nov. 1980	Nov. 1981	Oct. 1981	Nov. 1980
United States									
Total									
Manufacturing	324.75	322.34	305.12	39.7	39.6	40.2	8.18	8.14	7.59
Durable	349.60	347.60	330.89	40.0	40.0	40.7	8.74	8.69	8.13
Nondurable	289.30	286.99	267.24	39.2	39.1	39.3	7.38	7.34	6.80
Food & Kindred	302.88	298.19	284.31	39.8	39.6	40.1	7.61	7.53	7.09
Printing & Publishing	314.34	313.60	289.79	37.2	37.2	37.2	8.45	8.43	7.79
North Dakota									
Total									
Manufacturing	270.07	278.32	258.78	38.2	39.2	38.0	7.07	7.10	6.81
Durable	284.10	295.54	267.33	38.6	40.1	38.8	7.36	7.37	6.89
Nondurable	259.62	264.88	250.73	37.9	38.5	37.2	6.85	6.88	6.74
Food & Kindred	265.20	271.75	263.04	40.0	41.3	38.4	6.63	6.58	6.85
Printing & Publishing	227.37	224.94	211.18	33.0	32.6	33.1	6.89	6.90	6.38
Fargo-Moorhead SMTA									
Total									
Manufacturing	284.40	286.21	274.90	38.8	39.1	36.8	7.33	7.32	7.47
Durable	284.25	291.82	295.62	37.5	38.6	37.9	7.58	7.56	7.80
Nondurable	284.65	283.22	256.69	39.7	39.5	35.8	7.17	7.17	7.17

ESTIMATED LABOR TURNOVER

(per hundred employees)

Accession Rates

	Total			New Hires			Recalls		
	Nov. 1981	Oct. 1981	Nov. 1980	Nov. 1981	Oct. 1981	Nov. 1980	Nov. 1981	Oct. 1981	Nov. 1980
North Dakota									
Mining	7.3	7.7	1.8	6.3	6.8	1.7	1.0	0.6	0.0
Manufacturing	7.8	8.8	2.9	4.8	6.2	2.1	1.9	1.4	0.6
Fargo-Moorhead SMTA									
Manufacturing	2.4	11.0	3.2	1.8	3.9	1.9	0.2	6.9	1.0

Separation Rates

	Total			Quits			Layoffs		
	Nov. 1981	Oct. 1981	Nov. 1980	Nov. 1981	Oct. 1981	Nov. 1980	Nov. 1981	Oct. 1981	Nov. 1980
North Dakota									
Mining	8.8	9.2	1.7	6.3	6.6	0.5	0.8	0.1	0.0
Manufacturing	5.7	4.5	6.8	1.6	2.2	2.0	3.3	1.5	4.1
Fargo-Moorhead SMTA									
Manufacturing	3.7	3.5	7.8	1.7	1.4	0.9	0.9	1.1	5.9

NORTH DAKOTA NONFARM WAGE AND SALARY EMPLOYMENT

	Percent Change from				
	Nov. 1981	Oct. 1981	Nov. 1980	Oct. 1981	Nov. 1980
TOTAL	253,870	254,640	249,740	-0.3	1.7
MINING	11,070	10,960	8,990	1.0	23.1
Coal	1,270	1,270	1,200	-0-	5.8
Crude Petroleum and Natural Gas	9,480	9,330	7,470	1.6	26.9
Other Mining	320	360	320	-11.1	-0-
CONSTRUCTION	17,190	18,100	16,710	-5.0	2.9
Building Construction	4,150	4,280	4,290	-3.0	-3.3
Street, Highway and Heavy Construction	5,780	6,170	4,640	-6.3	24.6
Special Trade Construction	7,260	7,650	7,780	-5.1	-6.7
MANUFACTURING	15,730	16,030	15,310	-1.9	2.7
Durable Goods	6,930	7,180	7,160	-3.5	-3.2
Stone, Clay and Glass	870	950	960	-8.4	-9.4
Primary and Fabricated Metals	720	710	680	1.4	5.9
Machinery and Transportation Equipment	4,420	4,610	4,640	-4.1	-4.7
Other Durable Goods	920	910	880	1.1	4.5
Nondurable Goods	8,800	8,850	8,150	-0.6	8.0
Food and Kindred Products	4,880	4,980	4,350	-2.0	12.2
Dairy Products	840	860	910	-2.3	-7.7
Food Specialties, Sugar and Confectionery Products	2,270	2,340	1,720	-3.0	32.0
Bakery Products	440	440	420	-0-	4.8
Other Food and Kindred Products	1,330	1,340	1,300	-0.7	2.3
Printing and Publishing	2,180	2,180	2,160	-0-	0.9
Other Nondurable Goods	1,740	1,690	1,640	3.0	6.1
TRANSPORTATION, COMMUNICATIONS, AND PUBLIC UTILITIES	17,090	17,100	17,420	-0.1	-1.9
Transportation	9,380	9,380	9,610	-0-	-2.4
Railroads	3,300	3,340	3,450	-1.2	-4.3
Trucking and Warehousing	4,630	4,570	4,720	1.3	-1.9
Other Transportation	1,450	1,470	1,440	-1.4	0.7
Communications	3,710	3,720	3,890	-0.3	-4.6
Public Utilities	4,000	4,000	3,920	-0-	2.0
WHOLESALE TRADE	20,320	20,350	20,260	-0.1	0.3
Durable Goods	10,320	10,370	10,400	-0.5	-0.8
Nondurable Goods	10,000	9,980	9,860	0.2	1.4
RETAIL TRADE	46,920	46,660	47,860	0.6	-2.0
General Merchandise	6,350	6,240	6,720	1.8	-5.5
Food Stores	6,430	6,360	6,450	1.1	-0.3
Automotive Dealers and Service Stations	6,290	6,270	6,550	0.3	-4.0
Apparel and Accessory Stores	3,020	2,940	3,080	2.7	-1.9
Other Retail	24,830	24,850	25,060	-1.0	-0.9
FINANCE, INSURANCE, AND REAL ESTATE	11,890	11,930	11,440	-0.3	3.9
Finance	6,470	6,480	6,160	-0.2	5.0
Banking	4,320	4,330	4,200	-0.2	2.9
Other Finance	2,150	2,150	1,960	-0-	9.7
Insurance	3,480	3,500	3,420	-0.6	1.8
Real Estate	1,940	1,950	1,860	-0.5	4.3
SERVICES	51,610	51,800	49,670	-0.4	3.9
Lodging	4,880	4,890	4,520	-0.2	8.0
Nursing and Personal Care	5,590	5,580	5,380	0.2	3.9
Hospitals	12,260	12,200	11,740	0.5	4.4
Other Medical	4,990	5,000	4,760	-0.2	4.8
Other Services	23,890	24,130	23,270	-1.0	2.7
GOVERNMENT	62,050	61,710	62,080	0.6	-0-
Federal Government	9,280	9,270	9,680	0.1	-4.1
State Government	17,740	17,680	17,290	0.3	2.6
Educational Services	11,660	11,540	11,320	1.0	3.0
Other State Government	6,080	6,140	5,970	-1.0	1.8
Local Government	35,030	34,760	35,110	0.8	-0.2
Educational Services	17,670	17,270	17,360	2.3	1.8
Other Local Government	17,360	17,490	17,750	-0.7	-2.2

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PRODUCER PRICE INDEX UNITED STATES AVERAGE

(1967 = 100)	Annual Average 1980	Nov. 1981	Oct. 1981	Nov. 1980	Percentage Change from	
					Oct. 1981	Nov. 1980
All Commodities	268.6	295.5	296.0	278.4	-0.2	6.1
Farm Products and Pro- cessed Foods and Feeds	244.6	242.7	246.1	260.1	-1.4	-6.7
Industrial Commodities	274.5	309.1	308.8	282.7	0.1	9.3

GLOSSARY OF TERMS

Civilian Labor Force—number of persons 16 years and older defined as employed or unemployed, excluding members of the Armed Forces.

Consumer Price Index (CPI)—a measure of the average change in prices over a period of time in a fixed market basket of goods and services. Changes are usually expressed in percentages. The following example illustrates the method used to calculate the percentage change using 211.5 as the "current index" and 209.1 as the "previous index":

Current index	211.5
Less previous index	209.1
Equals	2.4
Divide by the previous index	209.1
Equals	.011
Results multiplied by one hundred	.011 x 100
Equals percentage change	1.1

Covered Employment—employment that falls under coverage of the North Dakota Unemployment Compensation Law. At the present time only agriculture, the self-employed, students working for educational institutions, religious organizations, fully commissioned salesmen, and elected and appointed officials have significant numbers of non-covered workers.

Employed—those persons working for pay or profit during a week, or unpaid family

workers working 15 hours or more during a week. Also included are those who, although not working, had some job attachment and were not looking for work. This involves persons temporarily absent from a job due to illness, bad weather, vacation or labor-management dispute, whether or not they were in a pay status during their time off.

Insured Unemployment—a count of persons who have filed claims for state job insurance benefits. An accurate comparison of data for the insured unemployed cannot be made if one period of time is prior to July 1, 1979, and the second period is after that date. This is due to the change in eligibility requirements mandated by the state legislature effective July 1, 1979.

Nonfarm Wage and Salary Employment-Establishment Data—refers to the number of jobs held rather than the number of people employed.

"p"—preliminary estimates subject to revision.

Producer Price Index (PPI)—measures average changes in prices received in primary markets of the United States by commodity producers in all stages of processing. These changes are usually expressed in percentages. The method of

calculation is the same as used for the Consumer Price Index (See item 2).

Seasonally Adjusted Labor Force Series—to assist in evaluating the labor force, recurrent yearly employment and unemployment movements have been isolated and removed by the Bureau of Labor Statistics through a seasonal factor method.

Standard Metropolitan Statistical Area (SMSA)—(a) an area designated by the Office of Management and Budget with a central city of at least 50,000 inhabitants; or (b) a central city of at least 25,000 inhabitants but with a minimum of at least 50,000 when combined with adjacent populated areas, provided the county or counties in which the city and adjacent areas are located have a population of at least 75,000.

Unemployment—the number of persons who for an entire week did not work at all, were able to work and available for work, and (1) were looking for work or (2) would have looked for work except that (a) they were waiting to return to a job from which they had been laid off; or (b) they were waiting to report to a new wage and salary job scheduled to start within the following 30 days (and were not in school during the week).

Unemployment Rate—the number of unemployed expressed as a percent of the civilian labor force.





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Workers on Military Leave: Can Employers Afford the Cost?

A favorite slogan in the National Guard's recruiting brochures says it provides "the best part time job in North Dakota." For those with a desire to serve their country and, frankly, an interest in added income and military benefits, the Army and Air National Guard have a good drawing card. Despite time away from their families one weekend a month, and absence from home and job for training camp every year, it's apparently worth it for 4,500 Guard members in the state.

But what about the lesser known sacrifices and benefits, if any, to the business owner whose worker is off the job for military duty?

Both public and private employers are required by law to grant time off for military duty, without charging it to vacation time. Many pay at least part of the employee's regular salary during this period. Considering salary costs and lost work time involved, this behind-the-scenes support has a deciding influence on National Guard strength.

In all fairness, employers should know as much about their job rights as responsibilities says Maj. Gen. C. Emerson Murry, Adjutant General of the North Dakota National Guard. In a recent interview, Murry discussed some questions frequently asked by employers, and their attitudes toward the service.

"They're faced with some tough economic pressures these days,

but most private employers don't think of the cost in a negative sense," stated Murry. "Their attitude shows a willingness to give leave time, since the employee is giving up weekends, possible overtime pay, and will be the one called up to serve during a war.

"True, a few employers think somebody else should do it," he



Maj. Gen. C. Emerson Murry

added. "They don't feel an obligation to let the employee go, and can make the work situation difficult for the Guardsman. But that's rare."

The adjutant general was proud of the North Dakota Guard's top national rating in all areas relating to training, management, administration and readiness. "We also lead the country at 135 percent of military strength," he said. "Obviously, we wouldn't be there

without the support of civilian employers as well as employees."

With this in mind, the Guard works with employers when training time creates a hardship for them. "Most of our state's businesses are small and have less flexibility in handling scheduling for weekend drills and annual active duty," Murry explained. "This is particularly true for those with several Guardsmen in their employ."

If weekends are a problem, such as a situation where a police station has more than one officer expected on duty, the Guard can rotate drill duty over different weekends during the month.

Since most Guard members must attend training camp during the summer, problems can arise for employers in construction and ag-related businesses with seasonal peaks during this time. Many discover, however, that leave time can be arranged for February as well as June or July, and occasionally in special five-day increments.

One of the biggest problems the Guard experiences rests with the employee's responsibilities. Each Guard member is expected to request leave from the employer once the training dates are set.

"Many fail to tell their supervisors that alternatives can be worked out," said Murry. "We schedule the weekend drills and training

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(MILITARY from page 1)

camp a year in advance, so they have plenty of time to notify their employer and discuss any difficulties. It's no wonder employers get upset when informed at the last minute."

On the other hand, Murry also understands why Guard members would rather go when their own unit is called. "We prefer it, too," he admitted. "We train units, not individuals. If they don't train with their team, they won't be as well schooled in their job when called into combat or to assist in a natural disaster. Just the same, we aren't inflexible to employer needs."

Another area of interest involves military pay policies. Federal employees obtain 15 days of active duty leave and another nine in administrative leave for special training or duty. State employees get up to 30 days. Both groups are eligible for regular salary and military pay.

In reference, most Guard members use 15 days of active duty annually, excepting the initial seven weeks of basic training and 12 weekend drills a year.

Private employers are not required to pay for this time away from work. Nevertheless, a National Guard study shows 34.31 percent of private employers pay regular salary in addition to military pay. Another 30.96 pay the difference between regular and military pay, and 34.73 percent pay no part or only a small percentage of regular wages. These employment benefits are slightly above the national average.

"Business owners realize it costs them less, in the end, to have a strong Guard force," pointed out Murry. "If the National Guard were replaced, it would mean an additional \$100 billion in taxes, translating into thousands of added tax dollars for every employer in the country," he added.

While the Guard is 90 percent federally funded, state government foots the remaining 10 percent. Several current studies show these expenditures circle back in substantial economic and employment benefits to North

Dakotans.

A Legislative Council study published in February indicates the Guard will spend \$34 million in North Dakota during Fiscal Year 1982. "Looking at the dollars this generates in sales and use taxes and income tax alone, we put \$3 in the state treasury for every \$2 they appropriate for us," the state commander stressed.

Personal income from Guard spending will amount to \$46 million this year according to a North Dakota State University report by Dr. Thor A. Hertsgaard.

Economic advantages to cities also result, with Guard figures citing an average community such as Jamestown, supporting a 140 member Guard unit, generating over \$595,000 in payroll alone, and over \$100,000 in other miscellaneous expenses. Considering the multiplier effect of such spending on income, they estimate over \$3.5 million of main street business flows through the community.

Improving job skills in the state's labor pool is an economic boon

also promoted by Guard officials.

"A lot of workers, such as police officers and heavy equipment operators, receive their original training with us, and many upgrade their skills through advanced training," stated Murry. From his viewpoint, mutual benefits exist when civilian workers bring their professional skills into the Guard, and employers gain higher caliber employees and potential workers.

"One point I continually emphasize is that the National Guard doesn't cost, it pays," Murry said. "We make up only five to six percent of the U.S. Army's budget, yet provide 46 percent of its combat strength."

"The fact is, cost efficiency isn't the biggest influence on the business community's attitude towards us. It's not something often talked about these days, but a sense of patriotism underlies it all," he concluded. "They say 'If these guys are willing to give of themselves to serve me and other citizens in the country, I can afford to help them do it.'"

Tax Credit Still Open to Private Employers

Employers who plan to do more hiring in the next few months still have time to take advantage of an extended tax savings program. The Targeted Jobs Tax Credit remains available to all private businesses who hire certain employees before January 1, 1983, says Dennis Mock of Job Service North Dakota, state coordinator for the program.

Employers are eligible for a credit of up to 90 percent of their federal tax liability, after other deductions, if they hire workers in one of the following groups: low income Vietnam era veterans, handicapped, economically disadvantaged youth age 18-24, persons on supplemental security income, low income youth in cooperative education programs, economical-

ly disadvantaged ex-convicts, certain welfare recipients, and involuntarily terminated CETA employees.

"Interested employers don't have to worry about deciding whether or not a job applicant qualifies under the rules," stated Mock. "When they contact one of the local Job Service offices or state office in Bismarck, we'll determine if the person is eligible."

"The important point to remember," he added, "is that the employer must request a certification from Job Service before the employee begins work. They can send a written letter or submit a voucher that we previously issued to the prospective worker."

To find out about technical regulations and the tax credit schedule, taxpayers can ask for Publication 906 from an Internal Revenue Service office.



Learning the Art of Entrepreneurship

The kid who dreams of riches by starting up a sidewalk lemonade stand — America's traditional sign of budding industriousness — is still alive and well.

About 500,000 new businesses were incorporated in the country last year, despite high interest rates and poor sales profits. Many experts claim the sluggish economy may be stimulating new business growth. Technological innovations, often the brain-children of small business, are needed more than ever; and the current slowdown in job opportunities has growing numbers of people taking up self-employment.

Hordes of books and articles have been written on the inexact science of how to succeed in business, and about 150 four-year colleges are now offering courses in entrepreneurship. Opinions vary as to whether an aspiring entrepreneur is born with, or can develop, the personal traits leading to fame and fortune in the marketplace. The following, however, give some of the more generally agreed upon ideas on the "how-to" of starting up a new company:

1. Gain Experience. Ideas for your own business can come from your job, a hobby, or simple observation of an unmet need for a product. Just the same, a collection of ideas doesn't mean you're going to invent a good product or service.

The point is, hone your business skills through practical experience. Many experts suggest getting a full or at least part time

job in a business similar to one you plan to start. If possible, work in a variety of positions there. Not only will you gain first-hand knowledge of how the place is run from different aspects, but you'll have a better feel of how to organize and who to hire when you are on your own.

2. Get Money Know-How. A talent for gourmet cooking or working on cars doesn't mean you will succeed as owner of a restaurant or service garage. Potentially good businesses frequently fail because the owner lacks an understanding of financial records management.

Most beginning entrepreneurs, by nature, want to know where every penny is going; how much things cost, if costs are going up or down, and whether they're getting a bargain. Taking basic business courses such as accounting can help you keep track of these and other expenses such as payroll and taxes. An accurate tab of your money also helps you know where your business is going on a day-to-day basis, and gives you the ability to seize opportunities on short notice.

3. Learn Industry Ropes. To put creative ideas to practical use, you need a concept of the enterprise in terms of the product or service you're going to deliver, and to whom. In other words, technical know-how of the business you are going into. The way to begin is by attending tradeshow, subscribing to industry magazines and newspapers, and researching reference and periodical materials in the library to become informed about suppliers and trends.

4. Develop Physical Resources. Some businesses start out in a



basement as an earn-while-you-learn venture, requiring small cash outlays. Most people, however, need good sources of capital.

Start searching for suppliers that will sell to you on credit, and a commercial bank with a reputation for making small business loans. Open a checking and savings account, apply for a credit card, and do your personal borrowing (car loan) with this bank. Establishing personal credit at this point, while you are working for someone else, is easier because your employer can verify your earnings.

It is more difficult to establish credit when you are newly self-employed, with banks and suppliers understandably reluctant to lend to new businesses and people they don't know. It is also best to develop a working relationship with your banker now so you can discuss and gain their confidence in your future business prospects.

As an optimistic sidenote: There is a dramatic increase in available venture capital compared to four years ago. Pension funds, cor-

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PRAIRIE EMPLOYER REVIEW

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Alcoholism Drains Business of Billion\$

"We all pick up the tab for the three-martini lunch, and the tab is \$40 billion," said former HEW Secretary Joseph A. Califano, Jr. at a national conference in 1979, referring to the estimated economic price of problem drinking.

The total cost is probably closer to \$70 billion today according to the Research Triangle of North Carolina, an independent research group which claims tens of billions of dollars more are spent in lost productivity and unemployment, direct health-care costs, auto accidents, violent crimes, fires and social services.

For American business and industry, the cost of alcoholism puts a hole in their pockets of over \$15 billion annually. This and other figures by the National Council on Alcoholism refer to the alcoholics who constitute a minimum of six to ten percent of the country's workforce.

A troubled employee costs their company as much as 25 percent of his or her annual salary, and their absenteeism runs 22 days per year higher than the general average. Increased accident rates on the job and reduced efficiency of fellow workers caused by the alcoholic pushes the tab to the employer even higher.

Since private industry bears a significant share of the expense in tax as well as production dollars, managers are becoming increasingly concerned about what they can do to help the alcoholic worker.

An employer is often the most effective person for getting an alcoholic into treatment according to many professional counselors in the field. They feel very few people will say "Stick the job" when faced with the possibility of being fired.

For managers who want more facts on alcoholism and ideas on setting up an employee assistance

program in their company, a number of programs and informational sources are open to them. The following booklets are part of the valuable information provided free or for little charge by writing to the Public Relations office of the Kemper Insurance Companies, Long Grove, Illinois 60049:

What to Do about the Employee with a Drinking Problem — an aid to business to show how excessive costs can be reduced and valued employees retained through updated policies and procedures utilizing current knowledge about the disease of alcoholism.

Detour — Alcoholism Ahead — for supervisors and others who require a basic understanding of

alcoholism.

What About Drugs and Employees? — supplemental guidelines for management on drug addiction, dependency and abuse.

Management — Guide on Alcoholism — guidelines for developing and implementing policies for handling alcoholic employees in a rehabilitative rather than punitive manner.

In North Dakota, assistance in finding other state and national information is available by contacting Thomas R. Hedin, Director of the Division of Alcoholism and Drug Abuse, North Dakota Department of Health, at the State Capitol in Bismarck.

(ENTREPRENEUR from page 3)

porations, and individuals are putting unprecedented millions into these deals.

5. Nurture Contacts. Entrepreneurs are often said to have the personal trait of being strong leaders, not followers, and are able to venture forth into new realms because of an ability to act independently. Independence is not aloneness. There are few successful hermits in the business world.

A good way to make contacts and gather useful information for your business is by joining such organizations as local chambers of commerce and trade associations.

Another thing you need to do is nurture the art of getting along with people in and out of your business arena. Knowledge of names and faces is an ace card in business competition; so is a reputation for honesty and integrity. Both can make your handshake nearly as good as a written contract, and will stimulate your business in a critical sense — customer orders.

6. Find Time. Probably most overlooked in business textbooks, and the most obvious thing necessary for a successful entrepreneur, is time. While some experts say workaholicism isn't a requirement, most new business owners epitomize the philosophy of "early to rise, late to bed."

Entrepreneurs willingly devote a major portion of their daily lives, and lifetime, to their business. Frequently, families and other personal or recreational pursuits take lesser priority, at least until the business is off and running smoothly. If you're going to take the challenge, you better recognize the sacrifice in personal time — if you really consider it a sacrifice at all.

All practical points considered, no budding entrepreneur will make it without an extraordinary amount of courage, self-confidence and desire to win. All of us have our lemonade stand dreams. Few of us take the risk of putting them to reality's test. Entrepreneurs cross over the line from being just dreamers, to doers.

U.S. CONSUMER PRICE INDEX ALL URBAN CONSUMERS

(1967 = 100)	Annual Average 1981	March 1982	Feb. 1982	March 1981	Percent Change from		Percent Change Projected on Annual Basis
					Feb. 1982	March 1981	
All Items	272.4	283.1	283.4	265.1	-0.1	6.8	-1.2
Food & Beverage	267.3	275.6	275.8	265.0	-0.1	4.0	-1.2
Housing	293.5	306.7	307.3	282.6	-0.2	8.5	-2.4
Apparel and Upkeep	186.9	191.1	188.0	185.1	1.6	3.2	21.0
Transportation	280.0	285.1	288.0	273.5	-1.0	4.2	-12.7
Medical Care	294.5	318.8	316.2	284.7	0.8	12.0	10.0
Entertainment	221.4	232.8	231.2	218.2	0.7	6.7	8.7

NONFARM WAGE AND SALARY EMPLOYMENT

	March 1982	Feb. 1982	March 1981	Percent Change from	
				Feb. 1982	March 1981
FARGO-MOORHEAD SMSA WAGE AND SALARY EMPLOYMENT					
TOTAL	61,960	61,900	60,680	0.1	2.1
Construction and Mining	2,250	2,250	2,350	-0-	-4.3
Manufacturing	4,990	4,960	4,480	0.6	11.4
Durable Goods	2,210	2,230	2,010	-0.9	10.0
Nondurable Goods	2,780	2,730	2,470	1.8	12.6
Food and Kindred Products	2,040	1,990	1,740	2.5	17.2
Other Nondurable Goods	740	740	730	-0-	1.4
Transportation, Comm. and Public Utilities	3,740	3,760	3,950	-0.5	-5.3
Wholesale Trade	6,790	6,720	6,490	1.0	4.6
Retail Trade	11,810	11,660	11,790	1.3	0.2
Finance, Insurance, and Real Estate	3,870	3,880	3,850	-0.3	0.5
Services	14,900	14,800	14,300	0.7	4.2
Government	13,610	13,870	13,470	-1.9	1.0
Federal	2,100	2,090	2,130	0.5	-1.4
State and Local	11,510	11,780	11,340	-2.3	1.5
GRAND FORKS SMSA WAGE AND SALARY EMPLOYMENT					
TOTAL	36,490	36,050	36,110	1.2	1.1
Construction and Mining	1,100	1,110	1,150	-0.9	-4.3
Manufacturing	2,460	2,430	2,250	1.2	9.3
Transportation, Comm. and Public Utilities	2,170	2,200	2,310	-1.4	-6.1
Wholesale Trade	2,280	2,250	2,260	1.3	0.9
Retail Trade	7,630	7,580	7,650	0.7	-0.3
Finance, Insurance, and Real Estate	1,440	1,440	1,460	-0-	-1.4
Services	7,850	7,710	7,730	1.8	1.6
Government	11,560	11,330	11,300	2.0	2.3

MANUFACTURING HOURS AND EARNINGS

	Average Weekly Earnings			Average Weekly Hours			Average Hourly Earnings		
	March 1982	Feb. 1982	March 1981	March 1982*	Feb. 1982	March 1981	March 1982	Feb. 1982	March 1981
United States									
Total									
Manufacturing	327.27	326.54	311.22	39.1	39.2	39.9	8.37	8.33	7.80
Durable	352.74	351.65	336.96	39.5	39.6	40.5	8.93	8.88	8.32
Nondurable	290.69	291.43	274.09	38.4	38.6	39.1	7.57	7.55	7.01
Food & Kindred	306.15	308.07	285.77	39.3	39.7	39.2	7.79	7.76	7.29
Printing & Publishing	320.66	319.06	297.54	37.2	37.1	37.1	8.62	8.60	8.02
North Dakota									
Total									
Manufacturing	280.50	284.13	260.48	37.6	38.5	37.0	7.46	7.38	7.04
Durable	287.86	294.08	271.98	37.0	37.8	38.2	7.78	7.78	7.12
Nondurable	275.08	276.12	249.86	38.1	39.0	35.9	7.22	7.08	6.96
Food & Kindred	280.19	285.38	258.12	39.8	41.3	36.0	7.04	6.91	7.17
Printing & Publishing	237.08	230.30	217.14	32.7	32.3	33.1	7.25	7.13	6.56
Fargo-Moorhead SMSA									
Total									
Manufacturing	295.81	303.69	283.85	39.6	40.6	37.3	7.47	7.48	7.61
Durable	308.70	308.07	307.97	37.6	37.8	38.4	8.21	8.15	8.02
Nondurable	286.75	300.46	261.73	41.2	42.8	36.2	6.96	7.02	7.23

CIVILIAN LABOR FORCE

	March 1982	Feb. 1982	March 1981	Percent Change from	
				Feb. 1982	March 1981
UNITED STATES (In Thousands)					
Labor Force	109,346	109,165	108,364	0.2	0.9
Employment	99,492	99,590	100,406	-0.1	-0.9
Unemployment	9,854	9,575	7,958	2.9	23.8
Unemployment Rate	9.0	8.8	7.3		
NORTH DAKOTA					
Labor Force	326,530	313,810	318,540	4.1	2.5
Employment	306,590	294,330	298,480	4.2	2.7
Unemployment	19,940	19,480	20,060	2.4	-0.6
Unemployment Rate	6.1	6.2	6.3		
FARGO-MOORHEAD SMSA					
Labor Force	73,640	72,480	71,580	1.6	2.9
Employment	69,470	68,780	66,840	1.0	3.9
Unemployment	4,170	3,700	4,740	12.7	-12.0
Unemployment Rate	5.7	5.1	6.6		
GRAND FORKS SMSA					
Labor Force	42,000	41,110	42,170	2.2	-0.4
Employment	39,440	38,660	38,980	2.0	1.2
Unemployment	2,560	2,450	3,190	4.5	-19.7
Unemployment Rate	6.1	6.0	7.6		

U.S. data seasonally adjusted; other data not seasonally adjusted.

NORTH DAKOTA NONFARM WAGE AND SALARY EMPLOYMENT

	Percent Change from				
	March 1982	Feb. 1982	March 1981	Feb. 1982	March 1981
TOTAL	246,790	245,180	240,890	0.7	2.4
MINING	11,700	11,740	9,540	-0.3	22.6
Coal	1,240	1,220	1,160	1.6	6.9
Crude Petroleum and Natural Gas	10,280	10,360	8,210	-0.8	25.2
Other Mining	180	160	170	12.5	5.9
CONSTRUCTION	10,780	10,610	11,160	1.6	-3.4
Building Construction	2,740	2,740	3,160	-0	-13.3
Street, Highway and Heavy Construction	2,690	2,540	2,350	5.9	14.5
Special Trade Construction	5,350	5,330	5,650	0.4	-5.3
MANUFACTURING	15,570	15,630	14,370	-0.4	8.4
Durable Goods	6,830	6,890	6,840	-0.9	-0.1
Stone, Clay and Glass	460	480	550	-4.2	-16.4
Primary and Fabricated Metals	650	690	630	-5.8	3.2
Machinery and Transportation Equipment	4,770	4,790	4,810	-0.4	-0.8
Other Durable Goods	950	930	850	2.2	11.8
Nondurable Goods	8,740	8,740	7,530	0	16.1
Food and Kindred Products	4,700	4,720	3,780	-0.4	24.3
Dairy Products	830	840	860	-1.2	-3.5
Food Specialties, Sugar and Confectionery Products	2,100	2,050	1,240	2.4	69.4
Bakery Products	440	440	460	0	-4.3
Other Food and Kindred Products	1,330	1,390	1,220	-4.3	9.0
Printing and Publishing	2,190	2,170	2,150	0.9	1.9
Other Nondurable Goods	1,850	1,850	1,600	0	15.6
TRANSPORTATION, COMMUNICATIONS, AND PUBLIC UTILITIES	16,800	16,810	16,890	-0.1	-0.5
Transportation	8,980	9,000	9,070	-0.2	-1.0
Railroads	2,880	2,890	3,440	-0.3	-16.3
Trucking and Warehousing	4,670	4,680	4,180	-0.2	11.7
Other Transportation	1,430	1,430	1,450	0	-1.4
Communications	3,840	3,820	3,900	0.5	-1.5
Public Utilities	3,980	3,990	3,920	-0.3	1.5
WHOLESALE TRADE	20,890	20,630	20,740	1.3	0.7
Durable Goods	10,710	10,560	10,560	1.4	1.4
Nondurable Goods	10,180	10,070	10,180	1.1	0
RETAIL TRADE	44,520	43,820	43,930	1.6	1.3
General Merchandise	5,500	5,590	5,500	-1.6	-0
Food Stores	6,070	5,980	5,890	1.5	3.1
Automotive Dealers and Service Stations	6,130	6,070	6,210	1.0	-1.3
Apparel and Accessory Stores	2,870	2,850	2,870	0.7	-0
Other Retail	23,950	23,330	23,460	2.7	2.1
FINANCE, INSURANCE, AND REAL ESTATE	11,850	11,840	11,600	0.1	2.2
Finance	6,630	6,650	6,470	-0.3	2.5
Banking	4,360	4,380	4,290	-0.5	1.6
Other Finance	2,270	2,270	2,180	-0	4.1
Insurance	3,510	3,490	3,440	0.6	2.0
Real Estate	1,710	1,700	1,690	0.6	1.2
SERVICES	53,250	52,830	51,170	0.8	4.1
Lodging	4,520	4,480	4,510	0.9	0.2
Nursing and Personal Care	5,780	5,730	5,380	0.9	7.4
Hospitals	12,900	12,830	12,120	0.5	6.4
Other Medical	5,160	5,130	4,840	0.6	6.6
Other Services	24,890	24,660	24,320	0.9	2.3
GOVERNMENT	61,430	61,270	61,490	0.3	-0.1
Federal Government	9,230	9,260	9,480	-0.3	-2.6
State Government	17,760	17,600	17,340	0.9	2.4
Educational Services	11,610	11,500	11,250	1.0	3.2
Other State Government	6,150	6,100	6,090	0.8	1.0
Local Government	34,440	34,410	34,670	0.1	-0.7
Educational Services	17,670	17,560	17,430	0.6	1.4
Other Local Government	16,770	16,850	17,240	-0.5	-2.7

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PRODUCER PRICE INDEX UNITED STATES AVERAGE

(1967 = 100)	Annual Average 1981	March 1982	Feb. 1982	March 1981	Percentage Change from	
					Feb. 1982	March 1981
All Commodities	293.4	297.9	298.5	290.3	-0.2	2.6
Farm Products and Pro- cessed Foods and Feeds	251.5	247.5	248.5	253.5	-0.4	-2.4
Industrial Commodities	304.1	311.0	311.4	299.6	-0.1	3.8

GLOSSARY OF TERMS

Civilian Labor Force—number of persons 16 years and older defined as employed or unemployed, excluding members of the Armed Forces.

Consumer Price Index (CPI)—a measure of the average change in prices over a period of time in a fixed market basket of goods and services. Changes are usually expressed in percentages. The following example illustrates the method used to calculate the percentage change using 211.5 as the "current index" and 209.1 as the "previous index":

Current index	211.5
Less previous index	209.1
Equals	2.4
Divide by the previous index	209.1
Equals	.011
Results multiplied by one hundred	.011 x 100
Equals percentage change	1.1

Covered Employment—employment that falls under coverage of the North Dakota Unemployment Compensation Law. At the present time only agriculture, the self-employed, students working for educational institutions, religious organizations, fully commissioned salesmen, and elected and appointed officials have significant numbers of non-covered workers.

Employed—those persons working for pay or profit during a week, or unpaid family

workers working 15 hours or more during a week. Also included are those who, although not working, had some job attachment and were not looking for work. This involves persons temporarily absent from a job due to illness, bad weather, vacation or labor-management dispute, whether or not they were in a pay status during their time off.

Insured Unemployment—a count of persons who have filed claims for state job insurance benefits. An accurate comparison of data for the insured unemployed cannot be made if one period of time is prior to July 1, 1979, and the second period is after that date. This is due to the change in eligibility requirements mandated by the state legislature effective July 1, 1979.

Nonfarm Wage and Salary Employment-Establishment Data—refers to the number of jobs held rather than the number of people employed.

"p"—preliminary estimates subject to revision.

Producer Price Index (PPI)—measures average changes in prices received in primary markets of the United States by commodity producers in all stages of processing. These changes are usually expressed in percentages. The method of

calculation is the same as used for the Consumer Price Index (See item 2).

Seasonally Adjusted Labor Force Series—to assist in evaluating the labor force, recurrent yearly employment and unemployment movements have been isolated and removed by the Bureau of Labor Statistics through a seasonal factor method.

Standard Metropolitan Statistical Area (SMSA)—(a) an area designated by the Office of Management and Budget with a central city of at least 50,000 inhabitants; or (b) a central city of at least 25,000 inhabitants but with a minimum of at least 50,000 when combined with adjacent populated areas, provided the county or counties in which the city and adjacent areas are located have a population of at least 75,000.

Unemployment—the number of persons who for an entire week did not work at all, were able to work and available for work, and (1) were looking for work or (2) would have looked for work except that (a) they were waiting to return to a job from which they had been laid off; or (b) they were waiting to report to a new wage and salary job scheduled to start within the following 30 days (and were not in school during the week).

Unemployment Rate—the number of unemployed expressed as a percent of the civilian labor force.

